



**CYNTHIA A. HARDING, M.P.H.**  
Interim Director

**JEFFREY D. GUNZENHAUSER, M.D., M.P.H.**  
Interim Health Officer

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February 11, 2015

TO: Each Supervisor

FROM: Cynthia A. Harding, M.P.H.  
Interim Director

A handwritten signature in blue ink that reads "Cynthia A. Harding".

SUBJECT: **NOTIFICATION OF THE USE OF DELEGATED AUTHORITY TO AMEND  
CONTRACT NUMBER H-204251 WITH AUTOMATED CASE  
MANAGEMENT SYSTEMS, INC. FOR HIV/AIDS DATA MANAGEMENT,  
TRAINING, SYSTEMS LICENSE, AND MAINTENANCE SERVICES**

This is to notify you that I am exercising the delegated authority approved by your Board on February 5, 2013, to execute amendments to the above-referenced contract that extend the term through February 29, 2016, subject to review and approval by County Counsel, and notification to your Board and the Chief Executive Office.

Under this authority, I will amend Contract Number H-204251 with Automated Case Management Systems, Inc. to extend the term effective March 1, 2015 through February 29, 2016, at an annual maximum obligation of \$600,000, 100 percent offset by Ryan White Program Part A funds. This amendment will allow the Department of Public Health (DPH) to continue to provide uninterrupted HIV/AIDS Data Management services to DPH-contracted and federally-funded care providers to support data collection and reporting of contract deliverables for HIV/AIDS care services delivered to Los Angeles County residents.

County Counsel has reviewed and approved the amendment as to form and this delegated authority action.

If you have any questions or require additional information, please let me know.

CAH:mr  
DA #3188

c: Interim Chief Executive Officer  
County Counsel  
Acting Executive Officer, Board of Supervisors